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PS Form 3800, June 2002	
See Reverse for Instructions	

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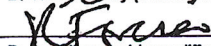
MS. WENDY HOBLE
ASSOCIATE SAFETY ENGINEER
Department of Industrial Relations
Division of Occupational Safety & Health
No. CA Process Safety Management
1450 Enea Circle, Suite 550
Concord, CA 94520-7996

COMPLETE THIS SECTION ON DELIVERY

A. Signature


☐ Agent☐ Addressee

B. Received by (Printed Name)



C. Date of Delivery

12/3/09

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2. Article Number

(Transfer from service label)

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PS Form 3811, February 2004

Domestic Return Receipt

102595-02-M-1540

Cal OSHA Document Reg.
Group # 311094728

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Manager

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Chevron Products Company
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hink@chevron.com

December 1, 2009

Ms. Wendy Hogle
Associate Safety Engineer
Department of Industrial Relations
Division of Occupational Safety and Health
Northern California Process Safety Management
1450 Enea Circle, Suite 550
Concord, CA 94520-7996

Cal OSHA Document Request – Inspection #311074728 – Chevron Richmond Refinery

Dear Ms. Hogle:

This response, with the attached documents, satisfies Cal OSHA's Document Request dated October 28, 2009. Per an email dated November 6, 2009, from Mr. Clyde Trombetta the due date was extended to December 1, 2009.

The attachment numbers correspond to those on your document request. Each document is identified with the corresponding item number in the bottom right corner of the page.

1. Injury and Illness Prevention Program (written safety program) (8CCR 3203)

Attachment 1 – RI-300 – Injury and Illness Prevention Program

2. Injury and Illness Prevention Program inspections of the SDA Unit for the six months prior to October 6, 2009

Inspection follow up actions are summarized below.

Attachment 2A – Audit #GEN-00075 – Paper debris was removed from the 4H2S and Booster Deck areas.

Attachment 2B – Audit #GEN-00083 – Cleanup of the SDA area was completed.

Attachment 2C – Audit #GEN-00085 – Cleanup of the P-126 pump area was completed.

Ms. Wendy Hogle
Department of Industrial Relations
Northern California Process Safety Management
December 1, 2009
Page 2

Attachment 2D – Audit #GEN-00092 – The Maintenance group completed the cleanup around P-114 and P-124 on 9/13/09, the day after the spill. Temporary lighting was also installed. A lighting survey was completed on 11/13/09 and permanent lighting will be upgraded as needed.

Attachment 2E – Audit #GEN-00094 – No issues were noted.

Attachment 2F – Audit #GEN-00095 – Cleanup of the SDA area was completed.

3. Logs 300/300A for the years 2007 to 2009 (8CCR 14301)

Attachment 3A – 2007 Cal/OSHA Log 300/300A

Attachment 3B – 2008 Cal/OSHA Log 300/300A

Attachment 3C – 2009 Cal/OSHA Log 300/300A

4. OSHA 5020 (Employer's First Report of Injury) for the accident dated October 6, 2009

Attachment 4 – OSHA 5020 form

5. DWC Form 1 (Worker's Compensation Claim)

Attachment 5 – DWC Form 1 – Attachment 5 is contained within Attachment 14 – Confidential Medical Information Package

6. Worker's Compensation Insurance Carrier (Proof or certificate)

Attachment 6 – Certificate of Consent to Self Insure

7. Maintenance records associated with SDA Pump 104 for the six months prior to October 6, 2009

Attachment 7A – Steam Leak Repair – Work Order Task #289472

Attachment 7B – Wash Oil Line Steam Tracing – Work Order Task #261288

Attachment 7C – Work Order 261288 - Wash Oil Line Steam Tracing - Task Descriptions

Regarding Attachment 7B, the wash oil line steam tracing Work Order 261288 was divided into seven tasks. Attachment 7C describes the tasks in detail.

Three of the seven tasks were completed; four of the seven tasks were not completed.

8. Steam temperature and pressure for the steam tracing line adjacent to SDA Pump 104 that constituted the injury dated October 6, 2009

On October 6, 2009, the steam temperature ranged from 451 – 454°F, and the steam pressure ranged from 414 – 423 psig.

9. Data from Chevron's Incident Tracking database related to the accident occurring on October 6, 2009, at SDA Pump 104

Attachment 9A – Loss Investigation #1664700

Attachment 9B – Joint Certification – Insulation of Steam Tracing

This document certifies that a temporary blanket was installed during the next work shift on October 7, 2009, following the burn incident that occurred at approximately 9:30 pm on October 6, 2009.

10. Date of steam tracing line installation for SDA Pump 104

The steam tracing line for SDA Pump 104 was installed on 12/24/08.

11. Site diagram of the SDA Pump units (plot plan)

Attachment 11 – Plot Plan of Solvent Deasphalting (SDA) Plant

12. Any Standard Operating Procedures (SOPs) relative to SDA Pump 104

Attachment 12A - SDAC4510 – Prepare IMO Pump for Maintenance

Attachment 12B - SDAC4511 – Commission/Start IMO Pump

Attachment 12C - SDAC4810 – Wash Asphalt Module

Attachment 12D - SDAN2010 – SDA Startup

Attachment 12E - SDAN3010 – SDA Shutdown

13. Training topics and records for employees working in the SDA Unit for the six months prior to October 6, 2009

Attachment 13A – Training Records for SDA Unit Employees – 4-1-09 to 10-6-09

Attachment 13B – MOC Training Records – 4-1-09 to 10-6-09

Attachment 13C – SDA1M04Q – Commission/Start an IMO Pump

Attachment 13D – SDA1M19Q – Prepare IMO Pump for Maintenance

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Department of Industrial Relations
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December 1, 2009
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14. Any and all medical information related to the injury at SDA Pump 104 on October 6, 2009. Information must include, but not be limited to, photographs and items 4, 5, and 6, as listed above.

Attachment 14 – Confidential Medical Information Package

The Richmond Refinery considers all or part of the attached information to be Confidential Business Information (CBI) under both California and federal law. As a consequence, the Richmond Refinery requests that Cal OSHA maintain the attached information indefinitely as CBI and requests immediate notification if Cal OSHA disagrees with this request.

For questions, please contact Mr. Thomas DiPalma at (510) 242-2233.

Sincerely,
Original Signed By
T. A. Lizarraga

T. A. Lizarraga

Enclosures

Please Send Documents to:

Department of Industrial Relations
Division of Occupational Safety and Health
1450 Enea Circle, Suite 550
Concord, CA 94520
Phone: (925) 602-2665
Fax: (925) 602-2668

**DOCUMENT REQUEST**

TO: Thomas DiPalma, Safety Team Lead, Chevron Richmond Refinery
FROM: Wendy Hogle, Cal/OSHA
DATE: October 28, 2009
SUBJECT: Cal/OSHA Inspection #. 311074728

PLEASE POSTMARK RESPONSE BY: NOVEMBER 9, 2009

Pursuant to the Cal/OSHA investigation conducted on October 21, 2009, it is requested that your facility provide copies of the following documents for review. Please provide the Cal/OSHA inspector with the required copies by the "postmark" date as noted above.

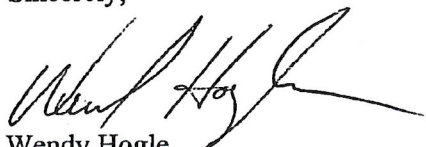
1. Injury Illness Prevention Program (written safety program) (8CCR 3203); *Prior to Oct 6, 2009* Rec'd _____
2. Injury Illness Prevention Program inspections of the SDA Unit for the six months; *Prior to Oct 6, 2009* Rec'd _____
3. Logs 300/300A for the years 2007 to 2009 (8CCR 14301); Rec'd _____
4. OSHA 5020 (Employer's First Report of Injury) for the accident dated October 6, 2009; Rec'd _____
5. DWC Form 1 (Worker's Compensation Claim); Rec'd _____
6. Worker's Compensation Insurance Carrier (Proof or certificate); *Prior to Oct 6, 2009* Rec'd _____
7. Maintenance Records associated with SDA Pumps 104 and 114 for the six months; *Prior to Oct 6, 2009* Rec'd _____
8. Steam temperature and pressure for the steam tracing line adjacent to SDA Pumps 104 and 114 that constituted the injury dated October 6, 2009; Rec'd _____
9. Data from Chevron's Incident Tracking database related to the accident occurring on October 6, 2009, at SDA Pump 104; Rec'd _____
10. Date of steam tracing line installation for SDA Pump 104; Rec'd _____
11. Site Diagram of the SDA Pump Units; *(Plot Plan)* Rec'd _____
12. Any Standard Operating Procedures (SOP's) relative to SDA Pumps 104 and 114; *Prior to Oct 6, 2009* Rec'd _____
13. Training topics and records for employees working in the SDA Unit for the six months; *Prior to Oct 6, 2009* Rec'd _____

14. Any and all medical information related to the injury at SDA Pump 104 on October 6, 2009. Information must include, but not be limited to photographs, and items 4, 5, and 6, as listed above.

Rec'd _____

Thank you for your time in providing the documents required as itemized above. If you require an extension of time in order to satisfy this request, please contact me at (925) 602-2665 prior to the above requested postmark date.

Sincerely,



Wendy Hogle
Associate Safety Engineer
Division of Occupational Safety and Health
Northern California Process Safety Management

Received 10/28/2009

